



**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT**

Benefits Administrator Memo #02-07

To: Benefits Administrators
From: Charles S. Reed, Associate Director
State and Local Health Benefits Programs
CC: All OHB
Date: April 11, 2002
Re: Non-Medicare Retiree and Extended Coverage Rate Notifications

Enclosed are copies of the rate notification packages that will be mailed this week to non-Medicare retirees and VSDP participants, and Extended Coverage participants.

The non-Medicare Retiree/VSDP package includes the rate notification memo, a Retiree Group Enrollment/Waiver form, Retiree Group monthly rates, a Comparison of Benefits brochure, flyers on both prescription drugs and how to use EmployeeDirect, and the *Open Forum* newsletter. In addition to the rate notification, Extended Coverage participants will receive a Comparison of Benefits brochure, the new Extended Coverage Enrollment Form and Extended Coverage monthly rates.

Thanks for your assistance.

Enclosures:

- Rate notification memos for non-Medicare retirees/VSDP and Extended Coverage participants
- Comparison of Benefits brochure
- Retiree Group and Extended Coverage monthly rates
- Retiree Group Enrollment/Waiver Form
- New Extended Coverage Enrollment Form
- Open Forum* newsletter
- Prescription drug flyer
- EmployeeDirect flyer